

eCensus – Roanoke City Public Schools

Student forms are sent to the Schools & Teacher/Room

COMMONWEALTH OF VIRGINIA SCHOOL CENSUS 2008		
Name of Parents, Guardians or Other (Last Name and First Name)	Address of Residence	
SMITH, JOHN SR	123 MAIN ST SW	
	ROANOKE, VA 24012	
<p>Please verify and correct the name and data for all persons in the family who will have reached their 5th birthday and who will not have reached their 20th birthday on December 31, 2005. Please remember to include pre-kindergarten, enrolling kindergarten students and young adults in college or in the military.</p> <p style="text-align: center;">Anyone born on or between January 1, 1986 and December 31, 2000 whose residence is ROANOKE CITY should be listed or be added to this form</p>		
NAMES OF CHILDREN (Last Name, First Name, Middle Initial)	BIRTHDATE (Month/ Day/Year)	AGE in years on 12/31/2005
SMITH, JANE	12/1/2001	6
SMITH, JOHN II	12/1/1998	9
<p>ADDISON 103</p> <p style="text-align: right;">Personal Address ID : 103890</p>		


Note the 1st letter of the street

Note the Personal Address ID (PAI #)

Lists are sent to the schools / Teachers with the students who received Census forms to take home. When the forms are filled out and returned to the teacher they can be marked off as being received. The forms are collected at the school office and returned to the Census office for updating (if there are changes) and filing.

School :ADDISON	Roanoke City Public Schools	
Room : 104	School Census 2008	
	Student Checkoff	
Returned	Number	Student
Parent/Guardian		
_____	123456	Smith, John
Johanna Smith		
_____	234567	Smith, John
Johanna Smith		
_____	345678	Smith, John
Johanna Smith		

When the parent logs onto the website they will enter the PAI # and the 1st letter of the street



Commonwealth of Virginia
School Census 2008
eCensus - Roanoke City Schools
Get a Census Record


[Roanoke City Schools](#)
12/18/2007
Version 12.12.07

Thank you for participating in the Commonwealth of Virginia's
Triennial Census of School Aged Children for 2008


To begin the process, please supply the information listed on the Census form

Enter the Personal Address ID (PAI) #

Enter the 1st letter of the street




Display the address form



For assistance or information, call 540-853-2312
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The current record will be displayed where changes / additions can be made.
 The street name can be changed with a dropdown to maintain consistency
 Additional children can be added, changed or deleted



Commonwealth of Virginia School Census 2008

eCensus - Roanoke City Schools Census Form

[eCensus Menu](#)
 1/22/2008
 Version 12.12.07

Personal Address ID (PAI) # **108466** in Roanoke City Choose another PAI #


Address Apt Zip


Roanoke, Virginia (This is NOT in Roanoke City ☐)

Name of Parent, Guardian or other Head of Household Telephone number (optional)

Please verify by adding, deleting or changing the name & information for all persons in the family who **will have reached their 5th birthday** and who **will not have reached their 20th birthday on December 31, 2008**. Please remember to include pre-kindergarten, enrolling kindergarten students & young adults in college or in the military.

**Anyone born on or between January 1, 1989 and December 31, 2003
whose residence is ROANOKE CITY should be listed below on this form**





1) Change any child information below, 2) add information for any children to be included & 3) delete the information for any children not to be included. 4) Click the button when the displayed information is correct.

	Child's Last name	First name	Middle initial	Suffix (ie Jr, II)	Birthdate: month/day/year (mm/dd/yyyy)
1)	<input type="text" value="CHILD LAST NAME"/>	<input type="text" value="CHILD FIRST NAME"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="CHILD BIRTHDAY"/>
2)	<input type="text" value="CHILD LAST NAME"/>	<input type="text" value="CHILD FIRST NAME"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="CHILD BIRTHDAY"/>
8)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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The census administrators also have other tool to manage child information when returned from the schools or the community

Get a census record is the same operation as the web maintenance (above)
A form can be retrieved by entering the address

**Commonwealth of Virginia
School Census 2008
eCensus - Roanoke City Schools
eCensus Menu** (2751 web updates)

Roanoke City
Schools

12/18/2007
Version 12.12.07

Click the diamond to select an option

- ♦ Get a Census Record
- ♦ Get a Census Record by Address
- ♦ Move Children to Different PAI #
- ♦ Count of Children by Age

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The number of changes is current, accurate (real time)
to monitor the success of the census



Enter part of the street to be displayed

**Commonwealth of Virginia
School Census 2008
eCensus - Roanoke City Schools
Get a Census Record by Address**

eCensus Menu

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Enter 3 to 10 letters of the street name (without spaces)

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Streets matching the criteria will be displayed with the PAI, name, zip and the resident phone (if available)



Commonwealth of Virginia

School Census 2008

eCensus - Roanoke City Schools

Show Address Names


[Get another Street](#)
[eCensus Menu](#)
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PAI #	Lot	Street	Apt	Zip	Phone	Contact
108469	1025	SYRACUSE AV NW		24012	540-366-3426	X
108468	1025	SYRACUSE AV NW		24017	540-362-0893	X
108470	1031	SYRACUSE AV NW		24012	540-265-0670	X
208567	1033	SYRACUSE AV NW		24012		
108471	1043	SYRACUSE AV NW		24012	540-366-0956	X
208569	1101	SYRACUSE AV NW		24012		
108472	1102	SYRACUSE AV NW		24017	540-397-6517	X

Note the Contact which indicates that the resident address has or has not already been maintained (Maintained only means the address has been maintained, not that children are in the home)

Click the PAI number to access the address

The parent, phone & children information can now be added, changed or deleted



Commonwealth of Virginia

School Census 2008

eCensus - Roanoke City Schools

Census Form

[Get another street](#)
12/18/2007
Version 12.12.07


Personal Address ID (PAI) # **208569** in Roanoke City [Get another street](#)


Address Apt Zip
Roanoke, Virginia (This is NOT in Roanoke City ☐)

Name of Parent, Guardian or other Head of Household Telephone number (optional)

Please verify by adding, deleting or changing the name & information for all persons in the family who **will have reached their 5th** birthday and who **will not have reached their 20th** birthday on **December 31, 2008**. Please remember to include pre-kindergarten, enrolling kindergarten students & young adults in college or in the military.

**Anyone born on or between January 1, 1989 and December 31, 2003
whose residence is ROANOKE CITY should be listed below on this form**

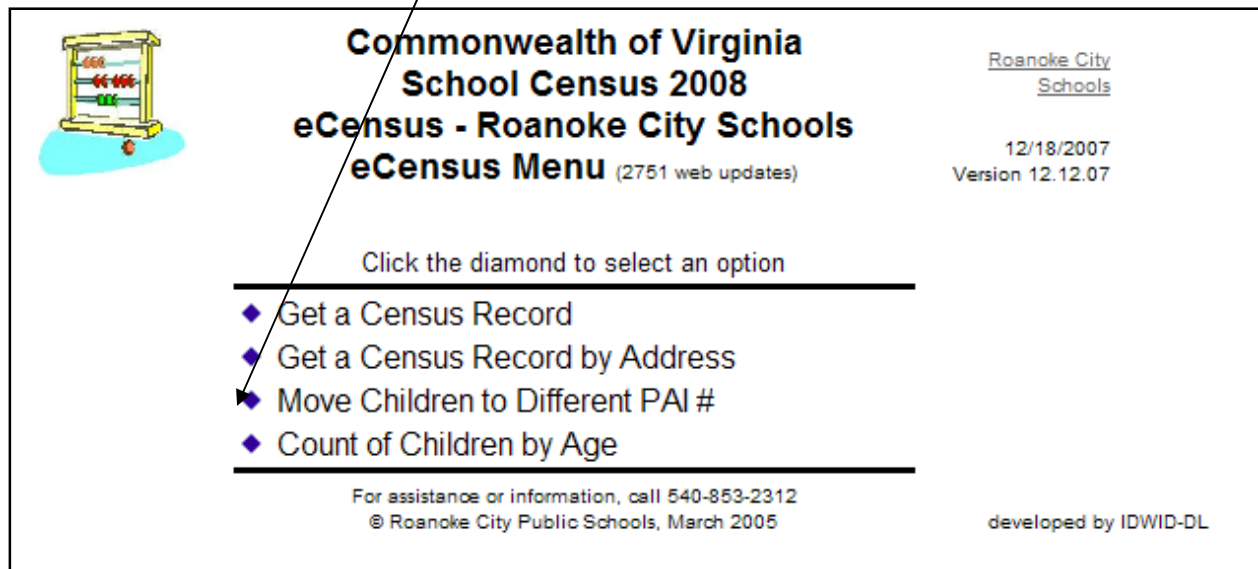




1) **Change** any child information below, 2) **add** information for any children to be included & 3) **delete** the information for any children not to be included. 4) **Click** the button when the displayed information is correct.

Child's Last name	First name	Middle initial (ie Jr, II)	Suffix	Birthdate: month/day/year (mm/dd/yyyy)
1) <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Children (all or individually) can be moved from one PAI to another without deleting & reentering all the children information



Commonwealth of Virginia
School Census 2008
eCensus - Roanoke City Schools
eCensus Menu (2751 web updates)

[Roanoke City Schools](#)

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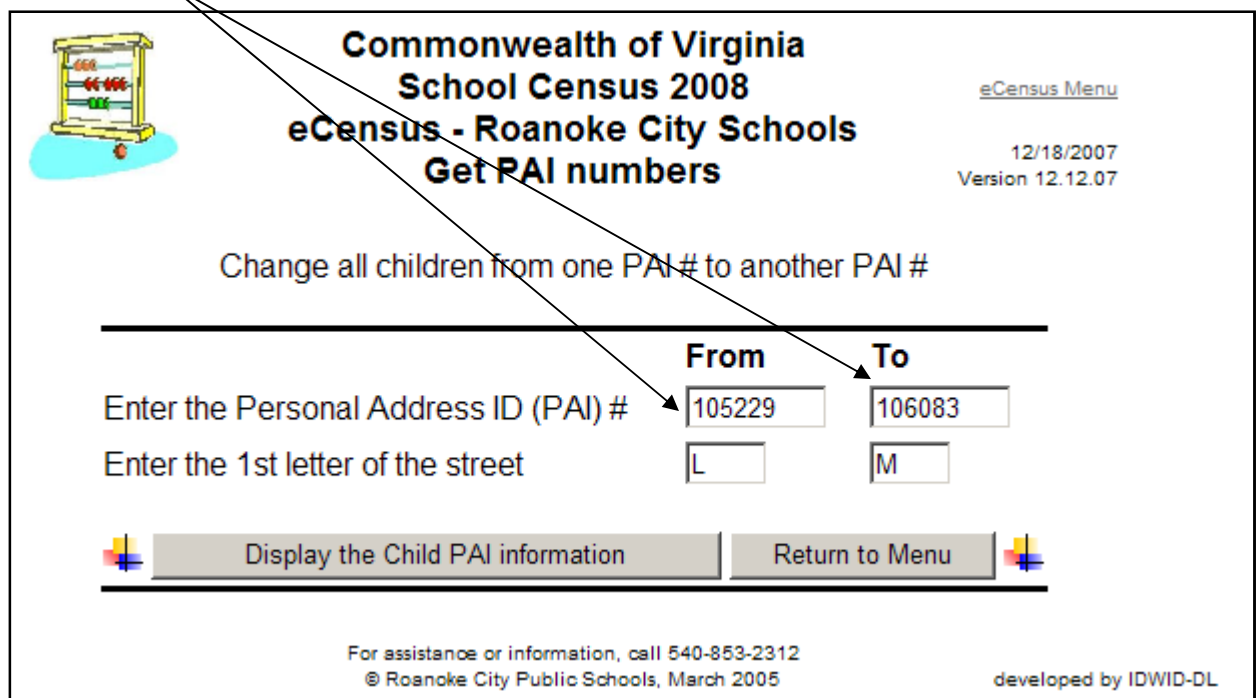
Click the diamond to select an option

- ◆ Get a Census Record
- ◆ Get a Census Record by Address
- ◆ **Move Children to Different PAI #**
- ◆ Count of Children by Age

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Enter both PAI's and 1st letter of the street





Commonwealth of Virginia
School Census 2008
eCensus - Roanoke City Schools
Get PAI numbers

[eCensus Menu](#)

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Change all children from one PAI # to another PAI #


	From	To
Enter the Personal Address ID (PAI) #	<input type="text" value="105229"/>	<input type="text" value="106083"/>
Enter the 1st letter of the street	<input type="text" value="L"/>	<input type="text" value="M"/>

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Select the children to be moved to the new address (the default is for ALL children)



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School Census 2008
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Change Child PAI

[Get another PAI #](#)
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1/22/2008
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Move all children who are marked

From -
PAI # : 105229
Address : 3627 L-----C ST Apt : Zip : 24017
Name of Parent, Guardian or other Head of Household Telephone number
PARENT / GUARDIAN NAME 540-123-2468

To -
PAI # : 106083
Address : 4313 M----- NW Apt : Zip : 24017
Name of Parent, Guardian or other Head of Household Telephone number
PARENT / GUARDIAN NAME 540-987-1234

List of children


Move	Child's Last name	First name	Suffix (ie Jr, II)	Birthdate:month/day/year (mm/dd/yyyy)
<input checked="" type="checkbox"/>	1) SMITH	JOHN		12/31/2001
<input checked="" type="checkbox"/>	2) SMITH	JOHN II		12/1/1999
<input checked="" type="checkbox"/>	3) SMITH	JOHN III		12/1/1998
<input checked="" type="checkbox"/>	4) JONES	BILL		12/1/1997
<input checked="" type="checkbox"/>	5) SMITH	JANE		12/1/1996

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The final objective is to get a count of children for submission to the DOE



Commonwealth of Virginia School Census 2008

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eCensus Menu (2751 web updates)

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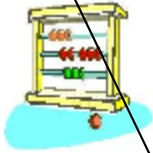
Click the diamond to select an option

- ◆ Get a Census Record
- ◆ Get a Census Record by Address
- ◆ Move Children to Different PAI #
- ◆ Count of Children by Age

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The list can be run at anytime during the census process. The age breakdown is only needed for school division information





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School Census 2008
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Child Count

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(12/18/2007 10:50:09 AM)

Age on Dec 31, 2008	Child Count
5 -	770
6 -	1,111
7 -	1,128
8 -	1,144
9 -	1,049
10 -	1,077
11 -	1,145
12 -	1,178
13 -	1,125
14 -	1,145
15 -	1,171
16 -	1,097
17 -	1,068
18 -	872
19 -	483
Total child count -	15,563

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